

PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005
Annual Plan for Fiscal Year 2001

***Washington County Housing Authority
Washington, PA***

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

PHA Plan Agency Identification

PHA Name: *Washington County Housing Authority*

PHA Number: *PA-17*

PHA Fiscal Year Beginning: (mm/yyyy) *10-2000*

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

☒ Main administrative office of the PHA
*Washington County Housing Authority
100 Crumrine Tower, Franklin Street
Washington PA 15301-6995
Telephone: 724-228-6060*

☐ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices
☐ Main administrative office of the local government
☐ Main administrative office of the County government
☐ Main administrative office of the State government
☐ Public library
☐ PHA website
☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

☒ Main business office of the PHA
☐ PHA development management offices

☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2001 - 2005
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is: (state mission here)

The mission of the Washington County Housing Authority is to develop, manage, and administer quality housing for low and moderate-income persons and to promote economic growth and quality living environments in our communities. We need to pursue this direction within the context of limited government resources by providing assistance to our clients (residents) that results in (1) leveraging HUD resources with those of the private sector and other public agencies, (2) efficient program administration, and (3) creative approaches to problem solving.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

☒ PHA Goal: Expand the supply of assisted housing
Objectives:

☒ Apply for additional rental vouchers:

The PHA will apply for additional Section 8 vouchers depending on demand.

☒ Reduce public housing vacancies:
The Authority will attempt to reduce vacancies within the constraints of the existing tight housing market.

☒ Leverage private or other public funds to create additional housing opportunities:
The PHA will research creating private/public partnerships based upon demand.

☐ Acquire or build units or developments

☒ Other (list below)
The Washington County Housing Authority acknowledges the need to comply with HUD performance expectations. To this end, a 5- Year goal of the Authority will be to adopt strategies to address operations within the Authority where performance results in low scores. The current emphasis will be based on strategies to increase Public Housing and Section 8 occupancy rates.

☒ PHA Goal: Improve the quality of assisted housing
Objectives:

☒ Improve public housing management: (PHAS score) 76
The Housing Authority is committed to improving public housing management. The long-range goal of the PHA is to maintain the PHAS score of 76 within the constraints of the tight housing market.

☐ Improve voucher management: (SEMAP score) N/A

☒ Increase customer satisfaction:
By sustaining preventative and routine maintenance overall livability will be positively impacted. Renewed emphasis will be placed on addressing safety and neighborhood appearance.

☐ Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)

☒ Renovate or modernize public housing units:
The Housing Authority will continue its commitment to renovation, rehabilitation and modernization through implement of the 5-Year Capital Fund planning process and completion of Comprehensive Grant activities as scheduled.

☒ Demolish or dispose of obsolete public housing:
Reexamine selected building(s) in Frederick Terrace for possible demolition due to flooding.

☐ Provide replacement public housing:

☐ Provide replacement vouchers:

☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices

Objectives:

☐ Provide voucher mobility counseling:

☒ Conduct outreach efforts to potential voucher landlords.

The PHA will conduct, at least annually, meetings with potential landlords. The Authority's ongoing "open door" practice of explaining the Section 8 program to potentially interested landlords, as needed, will be continued.

☐ Increase voucher payment standards

☒ Implement voucher homeownership program:

See below

☒ Implement public housing or other homeownership programs:

The Authority will research opportunities that may exist through Fannie Mae and other private resources such as banks who may offer home buying programs designed to assist low income persons.

☐ Implement public housing site-based waiting lists:

☐ Convert public housing to vouchers:

☒ Other: (list below)

The Washington County Housing Authority intends to pursue opportunities for enhancing upward mobility of residents and those on our assisted housing waiting list. For those in our Public Housing Program, we will continue currently available measures such as instituting low flat rents that encourage work and savings. During 2001 the Authority will continue a pilot program for Public Housing residents interested and able to assume homeownership. A similar effort directed toward Section 8 residents will be initiated. Through these programs the Authority will pay closing costs up to \$1000 or provide a second mortgage to eligible tenants. Additionally, for those enrolled in our Section 8 Program, we will periodically contact Section 8 owners and

inquire if they wish to sell any of their housing stock, and notify Section 8 residents of any purchase opportunities.

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☒ PHA Goal: Provide an improved living environment
- Objectives:
- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
On May 19, 1999 the Housing Authority adopted an Economic Deconcentration Policy. This Policy has identified specific steps that promote higher income families being placed in lower income development.
- ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
The Economic Deconcentration Policy identified above also contains specific measures to ensure that lower income families will be placed in higher income projects.
- ☒ Implement public housing security improvements:
See below
- ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
The PHA will explore additional Transitional Housing opportunities with the County Redevelopment Authority through the disposition process.
- ☒ Other: (list below)
- ☐ *Building on a successful program in Valley View Terrace, the Housing Authority will explore the disposition of 6 units in Maple Terrace to be used for a Head Start Program.*
 - ☐ *During the early years of the 5-Year Plan the Authority is considering the submission of a Hope VI application to undertake various physical improvements to Maple Terrace.*
 - ☐ *The Housing Authority has established a long-range goal of enhancing the safety of residents in our public housing communities. Objectives will be to continue existing cooperative relationships and contracting with local police and to expand contractual relationships where possible to include additional communities and*

police departments. Emphasis will be placed on communities where residents express a need for further police involvement.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:

☒ Increase the number and percentage of employed persons in assisted families:

The PHA plans to increase the number of employed persons within a universe of 13 families recently identified as having no income and paying the minimum rent. Others that enter the unemployed category during the Plan period will also be assisted.

☒ Provide or attract supportive services to improve assistance recipients' employability:

- ☐ *Support and cooperate with employment agencies by making PHA facilities available to Job Training Partnership Act (JTPA) and other employment services organizations.*
- ☐ *Provide meaningful community service opportunities that will encourage full-time employment.*

☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.

☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

The PHA will continue all measures to insure access to assisted housing regardless of race. The PHA is not contemplating additional efforts in this regard since minorities and other target classes are not underrepresented in Authority units compared to the population as a whole.

- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☒ Other: (list below)
The Housing Authority plans to promote greater resident involvement in matters that effect living conditions in our public housing communities and Section 8 programs. To this end, the Authority has established a goal of working closely with organized resident councils and a Resident Advisory Board to formulate policies and procedures that will benefit both the residents and the Housing Authority. To achieve this goal the PHA will periodically send a staff representative to scheduled Resident Council meetings, if approved by the residents and to the Resident Advisory Board meetings. Additionally, the PHA will encourage participation by the Resident Board member in matters affecting the residents that come before the Board.

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2001

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Executive Summary

On October 21, 1998 President Clinton signed into law the Quality Housing and Work Responsibility Act of 1998 (QHWRA) as Title V of the 1999 HUD Appropriations Act. The QHWRA constitutes a substantial overhaul of HUD's public housing and Section 8

assistance programs. The Act provides for consolidation of public housing programs, decreased regulations of well managed public housing agencies (PHA's), while increasing performance standards for PHA's with troubled management. (The Washington County Housing Authority is not a "Troubled Authority"). The QHWRA also enacts additional measures to protect access to housing assistance for the poorest of families, deconcentrate poverty in public housing, support families making the transition from welfare to work, and is designed to transform existing public housing into quality housing communities.

As part of the QHWRA, all Housing Authorities including the Washington County Housing Authority are required to develop a Public Housing Agency Plan. This Plan is to be developed by the Housing Authority with input from tenants, and other interested citizens. The Agency Plan is to consist of a "Five Year Plan", which describes the mission of the PHA and its long range goals and objectives; and an "Annual Plan" which provides details about the PHA's immediate operations, program participants, program operations, tenant services and the Authority's strategy for improving general maintenance operations for the upcoming fiscal year. The Agency Plan is to be used as an ongoing planning mechanism. Through this Agency Plan preparation process, the Housing Authority has examined its existing policies and procedures, its short and long term needs, and has attempted to develop a strategy to make more efficient use of federal assistance, and better serve its existing and future tenants. In addition, all existing policies were examined to ensure compliance with the newly enacted QHWR Act. Where non-compliance was found the policies were amended to conform to the new Act.

One of the goals of the Annual Plan is to reduce the number of reports that are required to be sent to HUD. In the future the Annual Plan will, to the extent practicable, consolidate all PHA information that is now required to be submitted to HUD. The stated HUD objective is for the Annual Plan to supersede submission requirements currently imposed on PHA's under the various housing programs.

The QHWRA also requires that the Agency Plan developed by the Washington County Housing Authority be consistent with the Consolidated Plan for the jurisdiction in which the Authority is located. Washington County does have a Consolidated Plan. The Public Housing Agency Plan must therefore be consistent with that Plan. A copy of the Public Housing Agency Plan has been sent to the Washington County Redevelopment Authority for their determination of consistency with the Plan.

Following is a summary of required components of the Annual Plan:

1.Housing Needs.

This section reviews existing demographic information in an attempt to project future housing needs in Washington County by race, income category, elderly, special needs, and persons with disabilities. Data sources utilized include the U.S. Census Bureau, the Pennsylvania University Data Center, the Washington County Redevelopment Authority and the Department of HUD's CHAS Data Sets. Also, the Economist at the local office of HUD was consulted regarding his analysis of low-income housing demands in the County.

In summary there does not appear to be a significant need for additional new construction public housing family units generally in Washington County or specifically in any of the local municipalities. At a minimum, an increased effort to rehabilitate scattered site housing may be appropriate, as would be a reasonable increase in the Section 8 Program, if funding becomes available. An analysis of existing data regarding special needs families or families with disabilities, also indicates a very low demand/need for public housing. The statistical data for elderly persons and elderly families appear to indicate more of a need/demand for assisted units. Recent experience however, has shown a relatively slow rent up for elderly developments and a corresponding slow turnover rate for existing developments. There are currently 15 vacancies in the elderly public housing units. There are also 157 vacant family public housing units. The Authority has been averaging approx. 17% vacancies over the past eight months. The Housing Authority has indicated in its Annual Plan that it will investigate the advisability and possibility of providing additional elderly units in the County in future years.

The Authority is not precluding the consideration of additional family units in the future. Revised data, particularly the 2000 Census data may indicate an expanding need for assisted housing in later years. The Authority intends to use this Housing Needs Analysis, as a planning tool that will be continually upgraded and refined and will therefore reflect changing needs. Homeownership programs for eligible families will also be researched in the coming year.

2. Financial Resources.

The QHWRA requires the Authority's Annual Plan to include a statement of the financial resources available to the Authority and the planned uses of those resources. This statement includes the estimated resources/income for major categories as well as proposed expenditures presented by general account classifications.

The Authority anticipates a relatively stable year. For the past four years the Authority's costs/expenses have increased at a rate slightly higher than increases in income. Services to residents have remained constant. This trend is expected to continue. No new undertakings are planned that would significantly increase expenses or outlays.

3. Policies Governing Eligibility, Selection and Admission.

The QHWRA mandates significant changes to the Authority's Eligibility, Selection and Admission Policy (i.e. Occupancy Policy). The QHWRA requires that PHAs make 40% of their units available to families earning at or below 30% of the area medium income. For the Section 8, tenant based program, 75% of new vouchers must be available to families earning at or below 30% of the area medium income. The QHWRA also requires PHAs to undertake an economic deconcentration effort to see that lower income families are not concentrated in certain developments, and that higher income families are not likewise concentrated in other developments.

In addition the new Act allows Housing Authorities to use site-based, or municipal waiting lists. The WCHA has decided to continue to use 5 sub-jurisdictional family waiting lists, (previously approved by HUD) and institute a new 4 sub-jurisdictional elderly waiting list beginning in 2001.

Importantly, the QHWRA requires that all tenants that are not exempt participate in a Community Service and Self Sufficiency program. The revised Occupancy Policy, and tenant lease will require that affected tenants must contribute 8 hours per month of community service or volunteer work, or their lease will not be renewed.

It is important to recognize that while the Washington County Housing Authority will attempt to further economic deconcentration in all of its communities, all other admission and occupancy regulations still must be adhered to. Federal laws and regulations regarding site-based waiting lists, numerous income targets, affirmative action plans, and non-discrimination regulations still apply.

The Authority's Admission and Occupancy will be amended to include this new requirement. Please refer to Component 3 of the Annual Plan for further details.

4. Rent Determination.

The QHWRA requires all PHAs to include in their Annual Plan a statement of their discretionary policies that govern rent charges for public housing units, including a discussion of “Flat Rents, Ceiling Rents, and Income Based Rents”.

The WCHA has adopted “flat” rents as of February 2, 2000. Flat rents are based on the rental value of the unit, as opposed to income based rent, which is based on 30% of a tenant’s adjusted income. Ceiling rents are also based on the market value of comparable private rental units in the locality, and are also the most a tenant can pay.

5. Operations and Management.

The QHWRA requires a statement of the rules, standards and policies governing maintenance and management of all housing owned or operated by the Housing Authority. These internal operating policies were not directly affected by the new Act, and therefore amendments were not necessary. Existing operational procedures are on file, and available for review at the Housing Authority’s Office.

In program year, 2001, the Authority intends to provide staff training on all aspects of the QHWRA, and its affect on the standard operating procedures of the WCHA. As importantly, the Authority intends to continue internal staff training regarding changing regulations and policies as they are issued.

6. Grievance Procedure.

The Washington County Housing Authority has had a Grievance Procedure in place for many years, the latest revision being in April 22, 1999. HUD has approved the Authority’s Grievance Procedure. The only change that is now being made, to insure conformity with the new Act, is the addition of certain language under “definitions”, This will permit tenants to file grievances if the Authority decides not to reduce the monthly rent when the PA Department of Welfare reduces a tenants welfare due to fraud or failure to participate in a work activity requirement.

If the Housing Authority receives a request for income reexamination and rent reduction predicated on a reduction in tenant income from the Department of Public Assistance, (Welfare) the Authority will deny the request only after obtaining written verification from the Welfare agency

that the family's benefit has been reduced because of non-compliance with economic self-sufficiency programs or work activities requirements, or because of fraud.

Tenants have the right to an administrative review through the Housing Authority's Grievance Procedure.

7. Capital Improvements.

The new Act requires the Housing Authority to describe the capital improvements necessary to insure long-term physical and social viability of its public housing developments. A capital improvement plan consists of a list of all capital projects and estimated costs. Alternatively, in at least the first year of the Annual Plan an update of the Comprehensive Grant Plan forms will satisfy this component of the Plan. See Component 7. of the Annual Plan for further discussion.

8. Demolition and/or Disposition.

The Washington County Housing Authority has no specific plans for disposing or demolishing any public housing units in the year 2001, other than those dispositions and conversions previously approved by HUD. In addition the Authority will research the feasibility of demolishing 6 flood prone units in Frederick Terrace, and converting 12, two bedroom units at Jollick Manor to approximately 16 one bedroom units.

Although none of the Housing Authority's units are distressed and must be demolished, the PHA is reserving its option to demolish units under the de minimus exception for demolition provided by the QHWRA. Refer to Component 8 of the Annual Plan for further information.

9. Designation of Public Housing as Elderly or Disabled.

The QHWRA requires Housing Authorities to identify any community or development or building that will be designated for conversion or selected for concentration for elderly or disabled tenants. The Washington County Housing Authority has not made a decision to change the current configuration of any of its properties. In 2001 the Authority will review this alternative for future years.

10. Conversion of Public Housing.

The QHWRA requires that the Annual Plan include a description of any building or buildings that the Housing Authority is required to convert, or voluntarily plans to convert to tenant based assistance. HUD can require Housing Authorities to convert certain buildings to tenant –based assistance if the property is determined to be distressed, and the Authority cannot guarantee the buildings long term viability even with reasonable modernization, density reduction, or other activities. The Washington County Housing Authority has no property that falls into this category.

The QHWRA also requires local housing agencies to assess the desirability or possibility of converting certain buildings to tenant based assistance after HUD issues a final rule on this issue. The Housing Authority will conduct the required assessment in the year 2001 to become a part of the year 2002 Annual Plan. The Authority does not plan to convert any buildings to tenant-based assistance in 2001.

11. Homeownership.

The QHWRA requires Housing Authorities to submit as part of their Annual Plan a description of any homeownership programs underway or proposed for the ensuing year. The Authority has had a pilot homeownership program for the past year and has no specific plans to expand that program for the year 2001. However the Authority does intend to research the possibility of establishing through local social service providers, training programs aimed at families with the potential or interest in pursuing home ownership opportunities. Through this pilot effort the Authority will offer financial incentives toward encouraging homeownership.

12. Community Service and Self Sufficiency.

The QHWRA requires that all adult tenants, with some exceptions, who are not employed, must participate in a community service or an economic self sufficiency program for at least 8 hours per month. The purpose of this requirement is to create economic opportunities for public housing residents. Community service can include volunteer work.

The Washington County Housing Authority, with advice from the Authority's Resident Advisory Board, will establish certain educational and training opportunities that are designed to meet the program objective of fostering economic self-sufficiency. The Authority staff has begun identifying these opportunities.

It is important to recognize that failure to meet the community service requirements is cause for eviction from Authority owned and operated housing units. The Occupancy Policy and the Lease Agreement have been amended to include this requirement.

13. Safety and Crime Prevention.

The new Act requires PHAs to plan, in conjunction with local law enforcement officials, to increase safety for tenants, and to reduce crime in Authority owned developments.

Since illegal drug use and sales have been determined to be the primary cause of most significant crime in Authority owned developments (absent domestic disputes), the principal focus of the Authority's Safety and Crime prevention activities are centered around programs supported by the Drug Elimination Grant Program. In addition the Authority has had significant success with the "one strike and you are out" policy, and will continue this policy. The Authority is also using Drug Elimination Grant funds to provide above base-line police services in selected Authority developments. See Component 13 Safety and Crime Prevention in the Annual Plan for further discussion.

14. Ownership of Pets.

The QHWRA now permits common household pets in all public housing units subject to reasonable requirements set by the Housing Authority. The Washington County Housing Authority will adopt a revised pet policy after a final rule is issued by HUD. The new policy will apply to all family and elderly public housing units. The requirements will limit the number of pets per unit, the size, type, breed, security deposits, and animal control requirements.

15. Civil Rights Certification.

Certification is included as an Attachment to the Plan.

16. Most Recent Fiscal Year Audit.

The most recent Audit is on file at the offices of the Housing Authority. There were no findings reported by the Auditor.

17. Asset Management.

HUD requires PHAs to submit a general statement explaining how they will deploy physical and financial assets to fulfill their mission to the extent that this information is not otherwise addressed in other components of the Plan. This Component includes a short discussion of proposed conversions at Jollick Manor and Crumrine Tower, and the completion of demolition activities at Highland Terrace. As other issues arise, either from public comments or resident involvement they will be addressed here. See Component 17.

18. Other Information.

The Act requires that each Annual Plan contain a discretionary Table of Contents, a discretionary Executive Summary, and a Progress Report. With the exception of the Progress Report, which becomes part of the 2002 Annual Plan, the other required items are included in this document.

Also to be included here are all comments, suggestions and advisory recommendations presented at the public hearing. The Housing Authority's response to the public recommendations will be presented here as well.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Implementation of Public Housing Resident Community Service Requirements
- ☒ Admissions Policy for Deconcentration
- ☒ FY 2000 Capital Fund Program Annual Statement
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☐ PHA Management Organizational Chart
- ☒ FY 2000 Capital Fund Program 5 Year Action Plan
- ☒ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	161	4	4	3	1	1	1
Income >30% but <=50% of AMI	44	3	3	3	1	1	1
Income >50% but <80% of AMI	41	2	2	2	1	1	1
Elderly	730	3	2	2	2	1	1
Families with Disabilities	112	n/a					
Race/Ethnicity (white)	141	3	n/a				

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Race/Ethnicity (black)	20	3	n/a				
Race/Ethnicity							
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s *Washington County Consolidated Plan*
Indicate year: *2001-2005*
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☒ Other sources: (list and indicate year of information)
Pennsylvania State University Data Center - 1999
U.S. Census Data: Small Income and Poverty Estimates, 1990 and updates
Washington County Housing Authority Waiting List - 2000

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	161		17% (164)
Extremely low income <=30% AMI	78	48	
Very low income (>30% but <=50% AMI)	53	33	
Low income (>50% but <80% AMI)	30	19	
Families with children	59	36	
Elderly families	25	16	
Families with Disabilities	14	9	
Race/ethnicity (white)	109	68	
Race/ethnicity (black)	51	32	
Race/ethnicity (other)	1	0	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
Efficiency	0	0	

Housing Needs of Families on the Waiting List			
1BR	103	64	
2 BR	44	27	
3 BR	13	8	
4 BR	1	1	
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>			

Housing Needs of Families on the Waiting List			
<p>Waiting list type: (select one)</p> <p><input checked="" type="checkbox"/> Section 8 tenant-based assistance</p> <p><input type="checkbox"/> Public Housing</p> <p><input type="checkbox"/> Combined Section 8 and Public Housing</p> <p><input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)</p> <p>If used, identify which development/subjurisdiction:</p>			
	# of families	% of total families	Annual Turnover
Waiting list total	448		10% (83)
Extremely low income <=30% AMI	335	75	
Very low income (>30% but <=50% AMI)	74	17	
Low income (>50% but <80% AMI)	39	8	
Families with children	234	52	
Elderly families	25	6	
Families with Disabilities	60	13	
Race/ethnicity (white)	356	79	
Race/ethnicity (black)	92	21	

Housing Needs of Families on the Waiting List			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
The PHA recently created the New Eagle Housing Development Corporation. This new Corporation teamed with other housing providers, and using state tax credits as a development vehicle and Section 8 rental subsidy assistance will develop a 42 unit elderly complex in the Borough of New Eagle.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☒ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☒ Other: (list below)
See Strategy 2 above concerning efforts of the Authority through the New Eagle Housing Development Corporation.

Need: Specific Family Types: Families with Disabilities**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)	5,266,994	<i>Public Housing Operations, Capital Improvements & Safety /Security and Section 8 Operations</i>
a) Public Housing Operating Fund	1,496,290	
b) Public Housing Capital Fund	1,737,846	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,809,136	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	223,722	
g) Resident Opportunity and Self- Sufficiency Grants	0	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
3. Prior Year Federal Grants (unobligated funds only) (list below) (As of 3/31/00)		
<i>1998 Comprehensive Grant</i>	<i>193,506</i>	<i>Public Housing Capital Improvements</i>
<i>1999 Comprehensive Grant</i>	<i>1,221,319</i>	<i>Public Housing Capital Improvements</i>
<i>1999 Drug Elimination Grant</i>	<i>179,382</i>	<i>Public Housing Safety/Security</i>
3. Public Housing Dwelling Rental Income		
	<i>1,584,000</i>	<i>Public Housing Operations</i>
4. Other income (list below)		
<i>Public Housing Investments</i>	<i>45,000</i>	<i>Public Housing Operation, and Capital Improvements</i>
5. Non-federal sources (list below)		
Total resources	<i>8,490,201</i>	<i>All Federally Assisted Public Housing and Section 8 Activities</i>

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
☐ When families are within a certain time of being offered a unit: (state time)
☒ Other: (describe)
At the time of application.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
☒ Rental history
☒ Housekeeping
☒ Other (describe)
Credit Check

c. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☐ Community-wide list
☒ Sub-jurisdictional lists

5 HUD approved family waiting lists and 4 new elderly waiting lists discussed in 2 below.

- ☐ Site-based waiting lists
☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
☒ PHA development site management office
☒ Other (list below)

Connect Inc., a non profit emergency housing provider, The Washington Hospital, and the Washington County Human Services Agency.

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
5 sub-jurisdictional family waiting lists and 4 new sub-jurisdictional elderly waiting lists

2. ☒ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists? 4
On November 9, 1990 HUD approved 5 sub-jurisdictional family lists waiting lists. These lists WILL NOT be altered. During 2001, the PHA will change from a single elderly countywide waiting list to 4 sub-jurisdictional elderly waiting lists. These new elderly waiting lists have been given the following designations:

- *Washington*
- *Bentleyville*
- *California*
- *North Charleroi*

3. ☒ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?
Applicants will be placed on as many lists as they choose.

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☒ PHA main administrative office
- ☒ All PHA development management offices
- ☒ Management offices at developments with site-based waiting lists
- ☒ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☒ One
- ☐ Two
- ☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☐ Overhoused
- ☒ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

Preference given to employed applicants.

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

2 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ (2) Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☒ (1) Households that contribute to meeting income goals (broad range of incomes)
- ☒ (1) Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ (1) Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
- (1) HUD disposition of a multi-family project under Section 203 of the Housing and Community Development Act of 1978.*

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☒ Other source (list)
 - ☐ "You Should Know" booklet
 - ☐ Packet of information on lead based paint, housekeeping and rental payments
 - ☐ "It's a Good Place to Live" HUD publication

- ☐ “*Danger in the Home* “ booklet
- ☐ “*The Family Handbook*”

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☒ Yes ☐ No: Did the PHA’s analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☒ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☒ Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

- ☐ *Maple Terrace*
- ☐ *Riverview Apartments/California Terrace*
- ☐ *Maple Terrace View*
- ☐ *Canonsburg Scatters Sites*
- ☐ *Nathan Goff Apartments*
- ☐ *Monongahela Townhouses*

☒ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

- ☐ *Maple Terrace*
- ☐ *Riverview Apartments/California Terrace*
- ☐ *Maple Terrace View*
- ☐ *Canonsburg Scatters Sites*

- ☐ *Nathan Goff Apartments*
- ☐ *Monongahela Townhouses*

☐ Other (list policies and developments targeted below)

d. ☒ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☒ Additional affirmative marketing
- ☒ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☒ List (any applicable) developments below:
 - ☐ *Maple Terrace*
 - ☐ *Riverview Apartments/California Terrace*
 - ☐ *Maple Terrace View*

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☒ List (any applicable) developments below:
 - ☐ *Canonsburg Scatters Sites*
 - ☐ *Nathan Goff Apartments*
 - ☐ *Monongahela Townhouses*

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

The Housing Authority is in the process of updating its Section 8 Administrative Plan. That update will be completed and initiated prior to October 1, 2000.

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☐ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☒ Other (list below)
PHA asks if the applicant has ever been convicted of a crime; if so extensive screening is conducted.
- b. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☒ Other (describe below)
PHA provides prior address and former landlord's name.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☐ None
- ☐ Federal public housing
- ☒ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)

- b. Where may interested persons apply for admission to section 8 tenant-based assistance?
(select all that apply)

☒ PHA main administrative office

☒ Other (list below)

Application can be made at any public housing site office. Application forms can also be requested by phone or mail.

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

One extension of 60 days.

If yes, state circumstances below:

Sickness and death in family, the Authority reviews all requests and makes decisions based on individual circumstances.

(4) Admissions Preferences

- a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Disaster and Government Action Only

☐ Victims of domestic violence

☐ Substandard housing

- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Disaster and Government Action Only

Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ (2) Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ (1) Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes

☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☒ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

The PHA does not administer a Special Purpose Section 8 Program.

- ☐ The Section 8 Administrative Plan
☐ Briefing sessions and written materials
☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☐ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
☐ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? *N/A*

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☒ For the earned income of a previously unemployed household member
- ☒ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- ☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs

- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☒ At family option
- ☐ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- ☒ Other (list below)
When the resident's income source changes.

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

To better understand the Flat Rent structure, following is the Flat Rent Schedule used by the Washington County Housing Authority.

WASHINGTON COUNTY HOUSING AUTHORITY

FLAT RENT SCHEDULE FOR PUBLIC HOUSING RENTALS

The Washington County Housing Authority has established the following Flat Rent schedule, by property and bedroom size, in accordance with HUD guidelines and based upon a market analysis and comparability. The Flat Rents identified herein are effective February 1, 2000 and will continue in effect until the Washington County Housing Authority establishes revised amounts. In applicable properties, the figures listed have been reduced by a differential (utility allowance) for the tenant payment of utilities.

PROPERTY LOCATION	EFF.	1BR	2BR	3BR	4BR
Maple Terrace (17-1)	N/A	\$254+E	\$306+E	\$385+E	\$431+E
Lincoln Terrace (17-2)	N/A	\$254+E	\$305+E	\$385+E	N/A
Frederick Terrace (17-3)	N/A	\$245+E	\$294+E	\$370+E	\$415+E
Highland Terrace (17-4)	N/A	\$245+E	\$294+E	\$370+E	\$415+E
Valley View Terrace (17-5)	N/A	\$248+E	\$299+E	\$376+E	\$419+E
Crumrine Tower (17-8)	\$231	\$283	N/A	N/A	N/A
Jollick Manor (17-8)	N/A	\$283	\$341	\$428	\$478
Riverview Apartments (17-9)	N/A	\$292	N/A	N/A	N/A
California Terrace (17-9)	N/A	\$281	\$338	\$424	\$475
California Manor (17-10)	N/A	\$278+E	\$334+E	N/A	N/A
California Apartments (17-10)	N/A	\$278+E	\$334+E	N/A	N/A
Canonsburg Scat. Sites (17-12)	N/A	\$210+GEW	\$255+GEW	N/A	N/A
Highland Ave. Apts. (17-14)	N/A	N/A	N/A	\$348~EW	N/A
Maple View Terrace (17-15)	N/A	\$195+GEW	\$237+GEW	N/A	N/A
Donora Scat. Sites (17-16)	N/A	\$230+GE	\$276+GE	N/A	N/A
Nathan Goff Jr. Apts. (17-17)	N/A	\$287+E	N/A	N/A	N/A
Monongahela Townhouses (17-19)	N/A	\$228+GEW	\$275+GEW	N/A	N/A
Bentley Tower (17-20)	N/A	\$269+E	N/A	N/A	N/A
Bassetstown Manor (17-21)	N/A	\$301+E	N/A	N/A	N/A

NOTE: The following codes pertain to the utilities paid by the tenant. Rents without codes include all utilities.

E: Electric paid by tenant G: Gas paid by tenant W: Water paid by tenant

- ☒ The section 8 rent reasonableness study of comparable housing
- ☒ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood

☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
- ☐ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached.
- ☒ A brief description of the management structure and organization of the PHA follows:
The Authority is generally divided into five Departments; Public Housing Management, Public Housing Maintenance, Section 8, Accounting, and Purchasing. The five Department heads report directly to the Executive

Director or Deputy Executive Director. The Executive Director is responsible to the appointed Board of Directors.

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	961	240
Section 8 Vouchers	830	120
Section 8 Certificates		
Section 8 Mod Rehab	8	
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	961 All PHA Public Housing Developments have ongoing PHDEP activities underway	240
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

The 24 person Maintenance Division is under the overall supervision of a Superintendent who is responsible for the supervision of employees in receiving and completing work orders, annual inspections of the units, lawn care, snow removal and preventive maintenance functions. The Maintenance Division also

provides inspection support to the Section 8 Office. All rules, standards and policies are maintained in the PHA's main office, with specific instructions at the maintenance offices. These documents include:

- ☐ *Washington County Housing Authority Personnel Policy*
- ☐ *Washington County PHA Maintenance Policies and Procedures Manual (located in all Field Maintenance Offices)*
- ☐ *PHA Housing Quality Standards*

Pest control is performed by Authority Maintenance staff. Annual and move-in move-out inspections will be continued. Spraying and fumigating is performed every 4 months or as needed. Termite spraying is performed on a complaint basis by a private contractor.

(2) Section 8 Management: (list below)

- ☐ *Section 8 Administrative Plan*
- ☐ *Housing Quality Standards*
- ☐ *"A Good Place to Live" booklet*

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
- ☒ PHA development management offices
- ☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual

Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☒ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**Capital Fund Program Annual Statement
Parts I, II, and II**

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number *PA28PO1770799* FFY of Grant Approval: *09/2000*

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$245,954.00
3	1408 Management Improvements	\$165,758.00
4	1410 Administration	\$165,758.00
5	1411 Audit	0
6	1415 Liquidated Damages	0
7	1430 Fees and Costs	\$84,00.003
8	1440 Site Acquisition	0
9	1450 Site Improvement	0
10	1460 Dwelling Structures	\$885,000.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$61,000.00
12	1470 Nondwelling Structures	\$75,000.00
13	1475 Nondwelling Equipment	\$39,873.00
14	1485 Demolition	0
15	1490 Replacement Reserve	0
16	1492 Moving to Work Demonstration	0
17	1495.1 Relocation Costs	\$15,500.00
18	1498 Mod Used for Development	0
19	1502 Contingency	0

20	Amount of Annual Grant (Sum of lines 2-19)	\$1,737,846.00
21	Amount of line 20 Related to LBP Activities	\$65,500.00
22	Amount of line 20 Related to Section 504 Compliance	\$15,000.00
23	Amount of line 20 Related to Security	0
24	Amount of line 20 Related to Energy Conservation Measures	\$207,00.000

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<i>Lincoln Terrace PA 17-02</i>	<i>Replace Furnaces</i>	<i>1465</i>	<i>\$153,000.00</i>
<i>Frederick Terrace PA 17-03</i>	<i>Lead Based Paint Abatement Relocation</i>	<i>1460 1495</i>	<i>\$25,000.00 \$3,500.00</i>
<i>Highland Terrace PA 17-04</i>	<i>Replace Exterior Doors (205) Replace Storm Doors (205) Replace Door Jams (205) Lead Based Paint Abatement (1) Replace Hot Water Tanks (19) Relocation</i>	<i>1460 1460 1460 1460 1465 1495</i>	<i>\$102,500.00 \$45,000.00 \$50,000.00 \$30,000.00 \$54,000.00 \$7,000.00</i>

<i>Jollick Manor - Crumrine Tower PA 17-08</i>	<i>Install Air Conditioning (50%)</i>	<i>1460</i>	<i>\$125,000.00</i>
	<i>Unit Conversions (50%)</i>	<i>1460</i>	<i>\$360,000.00</i>
	<i>Install Handrails - Corridors (100%)</i>	<i>1460</i>	<i>\$50,000.00</i>
	<i>Purchase New Stoves (25)</i>	<i>1465</i>	<i>\$8,000.00</i>
	<i>Purchase New Refrigerators (25)</i>	<i>1465</i>	<i>\$12,000.00</i>
	<i>Relocation</i>	<i>1495</i>	<i>\$5,000.00</i>
<i>California - Riverview PA 17-09</i>	<i>New Community Room</i>	<i>1470</i>	<i>\$75,000.00</i>
<i>California Manor PA 17-10</i>	<i>New Chimney Caps</i>	<i>1460</i>	<i>\$4,500.00</i>
	<i>Replace Exterior Doors</i>	<i>1460</i>	<i>\$7,000.00</i>
<i>HA-Wide Activity</i>	<i>Architect and Engineering: Design</i>	<i>1430</i>	<i>\$75,000.00</i>
	<i>Sundry</i>		<i>\$5,230.00</i>
	<i>Survey</i>		<i>\$3,750.00</i>
<i>HA-Wide Activity</i>	<i>Non-Dwelling Equipment: Computer Hardware</i>	<i>1475</i>	<i>\$19,873.00</i>
<i>HA-Wide Activity</i>	<i>Operations: Extraordinary Maintenance</i>	<i>1406</i>	<i>\$45,000.00</i>
	<i>Replacement Equipment</i>		<i>\$35,000.00</i>
	<i>Property Betterment</i>		<i>\$20,000.00</i>
	<i>Maintenance Laborer</i>		<i>\$15,000.00</i>
	<i>Maintenance Laborer</i>		<i>\$15,000.00</i>
	<i>General</i>		<i>\$115,954.00</i>
<i>HA-Wide Activity</i>	<i>Management Improvement: Communication Support</i>	<i>1408</i>	<i>\$50,258.00</i>
	<i>Development Coordinator</i>		<i>\$46,500.00</i>
	<i>Computer Software</i>		<i>\$40,000.00</i>
	<i>Computer Training</i>		<i>\$16,000.00</i>
	<i>Management Consultant</i>		<i>\$13,000.00</i>

<i>HA-Wide Activity</i>	<i>Salaries:</i>	<i>1410</i>	
	<i>Exec. Director</i>		<i>\$3,663.00</i>
	<i>Inspector</i>		<i>\$13,640.00</i>
	<i>Dep. Exec. Director</i>		<i>\$1,500.00</i>
	<i>Comptroller</i>		<i>\$1,500.00</i>
	<i>Resident Coordinator</i>		<i>\$16,050.00</i>
	<i>Mod. Payroll Clerk</i>		<i>\$16,050.00</i>
	<i>Clerk Typist</i>		<i>\$16,050.00</i>
	<i>Future Helper 1</i>		<i>\$8,500.00</i>
	<i>Future Helper 2</i>		<i>\$8,500.00</i>
	<i>Maintenance Laborer 1</i>		<i>\$10,000.00</i>
	<i>Assit. Program Manager</i>		<i>\$17,262.00</i>
	<i>Purchasing Agent</i>		<i>\$3,083.00</i>
	<i>Accountant</i>		<i>\$4,500.00</i>
<i>HA-Wide Activity</i>	<i>Fringe Benefits:</i>	<i>1410</i>	
	<i>Exec. Director</i>		<i>\$1,140.00</i>
	<i>Inspector</i>		<i>\$5,183.00</i>
	<i>Dep. Exec. Director</i>		<i>\$570.00</i>
	<i>Comptroller</i>		<i>\$570.00</i>
	<i>Resident Coordinator</i>		<i>\$6,099.00</i>
	<i>Mod. Payroll Clerk</i>		<i>\$6,099.00</i>
	<i>Clerk Typist</i>		<i>\$6,099.00</i>
	<i>Future Helper 1</i>		<i>\$3,230.00</i>
	<i>Future Helper 2</i>		<i>\$3,230.00</i>
	<i>Maintenance Laborer 1</i>		<i>\$3,800.00</i>
	<i>Assit. Program Manager</i>		<i>\$6,560.00</i>
	<i>Purchasing Agent</i>		<i>\$1,171.00</i>
	<i>Accountant</i>		<i>\$1,710.00</i>

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

☒ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA 17-01	Maple Terrace		
Description of Needed Physical Improvements or Management Improvements			Planned Start Date (HA Fiscal Year)
Repave Drive Roads (as needed)			84,000
Repave Parking Areas (as needed)			100,000
Lead Based Paint Abatement (31 units)			155,000
Relocation (as needed)			25,000
Lead Based Paint Abatement (31 units)			155,000
Relocation (as needed)			25,000
New Storm Doors (100%)			144,000
Replace Roofs (100%)			405,000
Total estimated cost over next 5 years			\$1,093,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA 17-02	Lincoln Terrace		
Description of Needed Physical Improvements or Management Improvements			Planned Start Date (HA Fiscal Year)
			Estimated Cost

Replace Retaining Wall (50%)	50,000	2001
Site Map/Index Signage (as needed)	7,000	2001
Install New Tub Surrounds (46)	60,000	2001
Lead Based Paint Abatement (9 units)	85,000	2001
Relocation (as needed)	9,000	2001
New Roofs (100%)	230,000	2002
Install Front Patio/Canopies w/Screens (100%)	275,000	2004
Install Rear Patio/Canopies w/Storage Closets and Planters (100%)	320,000	2004
Total estimated cost over next 5 years	\$1,046,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA 17-04	Highland Terrace		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Railings on Boiler Room Steps (100%)		50,000	2001
Install Protective Glass at Office (1)		17,400	2002
Install New Roofs (100%)		446,800	2003
Total estimated cost over next 5 years		\$514,200	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA 17-05	Valley View Terrace		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Lead Based Paint Abatement (10 units)		121,000	2001
Relocation (as needed)		14,000	2001
Lead Paint Abatement (10 units)		71,000	2002
Relocation (as needed)		14,000	2002
Replace Refrigerators (100%)		72,600	2003
Replace Stoves (100%)		56,100	2003

Total estimated cost over next 5 years	\$348,700	
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Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA 17-08	Jollick Manor / Crumrine Tower			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
New Mailbox System			1,500	2001
Total estimated cost over next 5 years			\$1,500	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA 17-09	Riverview Apartments / California Terrace		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Replace Wood Floors (2 nd .)			120,000
Install Showers			60,000
Ceramic Tile - Bathrooms			40,000
Relocation			9,000
Site Map/Index Signage (as needed)			5,000
Install New Tot-Lot (1)			35,000
Reroute Kitchen Plumbing			25,000
Replace Stoops			30,000
Rebuild Front Porches			35,000
Install Front Patio/Canopies w/ Screens			120,000
Install Rear Patio/Canopies w/Storage Closets and Planters			144,000
Total estimated cost over next 5 years			\$623,000

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

PA 17-10	California Apartments and Manor			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Chimney Caps (as needed)			4,500	2003
Total estimated cost over next 5 years			\$4,500	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA 17-12	Canonsburg Scattered Sites			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
New Roofs (100%)			62,500	2002
New Dryer Vents			7,500	2003
New Stove Backsplash (100%)			1,250	2003
Install New Rubber Stair Tread Covers			4,500	2003
Replace Refrigerators (18)			12,600	2003
Replace Stoves (18)			8,100	2003
Total estimated cost over next 5 years			\$96,450	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA 17-14	Highland Avenue Apartments			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Roofs (100%)			62,500	2002
Replace Hot Water Tanks (100%)			6,000	2003
Replace Storm Doors (100%)			8,000	2003
Total estimated cost over next 5 years			\$76,500	

Optional 5-Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA 17-15	Maple Terrace View			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Install New Tot-Lot			46,500	2002
Landscape (front) Selective Planting			12,000	2002
Total estimated cost over next 5 years			\$58,500	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA 17-16	Donora Townhouses			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Entry Doors (36)			54,000	2002
Replace Storm Doors (100%)			12,500	2002
Replace Refrigerators (100%)			13,000	2004
Replace Stoves (100%)			8,500	2004
Total estimated cost over next 5 years			\$88,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA 17-17	Nathan Goff Jr. Apartments		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Replace Stoves (100%)			41,000
Install New Stove Backsplashes (100%)			4,000
Install New Fence at Gas Meter			550
Add Wall Paper Community Room (as needed)			6,000
Office Security			15,000
Replace Drive Road (100%)			18,500
Replace Planter (1)			2,000
Add Base Board Heat to Laundry Room (as needed)			3,250
Replace Hot Water Tanks (100%)			55,000
Total estimated cost over next 5 years			\$145,300

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA 17-19	Monongahela Townhouses			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Storm Doors (100%)			12,500	2002
Replace Entry Doors (34)			52,000	2002
New Fence at Gas Meter (1)			550	2003
Total estimated cost over next 5 years			\$65,050	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA 17-20	Bentley Tower			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Boilers (4 or 5)			75,000	2002
Total estimated cost over next 5 years			\$75,000	

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☒ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: *Highland Terrace, Donora*

2. Development (project) number: *PA28PO17004*

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
☐ Revitalization Plan submitted, pending approval
☐ Revitalization Plan approved
☒ Activities pursuant to an approved Revitalization Plan underway

☒ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Although still in the planning stage the Authority is considering the submission of a HOPE VI application to undertake physical improvements to Maple Terrace.

☒ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

In April 1999 the PHA developed and submitted to HUD an Interim Annual Plan. The purpose of the Plan was to enable HUD to continue processing an Application for Disposition that had been submitted to HUD in January 1999. The Interim Annual Plan also contained information on proposed demolition activities in Frederick Terrace and conversion of units in Jollick Manor. The Disposition Application dealt with the sale/transfer of 10 units in Highland Terrace, Donora to be used by Connect Inc. for Transitional Housing for the homeless. A public hearing on the Interim Plan was held on June 1, 1999. The Transitional Housing Program is a pilot effort with the Washington County Redevelopment Authority and is consistent with the local Consolidated Plan. HUD approved the Interim Annual Plan on November 5, 1999. The

Application for the Disposition in Highland Terrace was approved on January 13, 2000.

Most of the units to be disposed have been vacated. The disposition is scheduled to take place in June or July 2000 with the rehabilitation to be undertaken and completed by the Washington County Redevelopment Authority during the 2001 Plan Year. Operation of the facility as Transitional Housing will begin following rehabilitation.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	<i>Frederick Terrace</i>
1b. Development (project) number:	<i>PA28017003</i>
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>28/02/01</u>
5. Number of units affected:	6
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <i>June 2001</i> b. Projected end date of activity: <i>August 2001</i>

Demolition/Disposition Activity Description

1a. Development name: <i>Highland Terrace</i>
1b. Development (project) number: <i>PA28017004</i>
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> <i>January 13, 2000</i> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:
5. Number of units affected: <i>10</i>
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <i>December 1999</i> b. Projected end date of activity: <i>November 2000</i>

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No:	Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)

5. Number of units affected:
6. Coverage of action: (select one)
- ☐ Part of the development
- ☐ Total development

Although the Authority does not anticipate administering a Homeownership program as defined at 24 CFR Part 903.79(k), the Authority will continue a local pilot homeownership program as discussed on page 5 of the 5-Year Plan.

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.) *Pending issuance of the final HUD regulations, the Housing Authority will consider developing a Section 8 homeownership program.*

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
- ☐ 26 - 50 participants
- ☐ 51 to 100 participants
- ☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☐ Yes ☒ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

The PHA has an ongoing informal relationship with the TANF Agency (PA Dept. of Public Welfare). The Housing Authority has established a good working relationship with the TANF and regularly receives and provides information concerning residents with which both agencies have dealings.

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
If appropriate and requested, clients are referred to the TANF Agency at the time a housing application is received or at the time assistance is requested by the family from the TANF.

- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
The PHA has and will continue to serve as an intake and referral agency for all of the social services provided by the TANF Agency.

- ☐ Jointly administer programs
☐ Partner to administer a HUD Welfare-to-Work voucher program
☐ Joint administration of other demonstration program

- ☒ Other (describe)
The Supervisory Project Manager serves as a member of the Washington County Children and Youth Services Board and in this capacity provides TANF and relate agencies with information on assistance provided by the PHA.

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?

(select all that apply)

- ☒ Public housing rent determination policies
The PHA no longer automatically increases tenant rents when an unemployed person gains employment or an employed resident receives an increase in income.
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

The Housing Authority has developed a Directory of Social Services available to Public Housing and Section 8 Residents. Emphasis has been placed on identifying providers within close proximity of PHA developments. This Directory is included as a Supporting Document Available for Review and is available, along with other documents identified, as being on view and related to this Plan. The following chart is a summary of the services contained in the Directory. The PHA serves in an intake and referral capacity for many of these programs. In some

situations the residents are encouraged or feel more comfortable in dealing directly with the service provider.

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Addiction Recovery: drug and alcohol, eating, gambling, debt addiction, sexual addiction, tobacco.</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development Office/provider</i>	<i>both</i>
<i>Adult Education: basic reading and math, GED classes and testing, college prep.</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development office/provider</i>	<i>both</i>
<i>Aging Services: adult protective services, health insurance counseling, postal carrier alert, domiciliary care, family caregiver support, health promotion, legal services, respite care, senior employment, ombudsman, care management, home delivered meals, home support, personal care, attendant care, adult day care.</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development office/provider</i>	<i>both</i>
<i>Basic Subsistence Needs: cash assistance, medical assistance, energy assistance clothing, food, furniture, medical transportation.</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development office/provider</i>	<i>both</i>
<i>Consumer Services: consumer protection, charitable organizations, credit counseling.</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development office/provider</i>	<i>both</i>

<i>Dental Services: dental services for handicapped, homebound, terminally ill, general dental services, dental fears clinic, dental education.</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development office/provider</i>	<i>both</i>
<i>Disability Services: technology, employment training, life skills training, sheltered workshops, disability management, residential programs, social events, information, transportation, advocacy.</i>	<i>varies</i>	<i>specific criteria</i>	<i>development office/provider</i>	<i>both</i>
<i>Emergency Services: disaster, homelessness, housing, food, finances, shelter for victims of domestic violence</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development office/provider.</i>	<i>both</i>
<i>Independent Living Facilities: Apartments for elderly/disabled who meet HUD income guidelines, including PHA owned.</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development office/provider</i>	<i>both</i>
<i>Legal Related Services: legal advise and representation, crime victims and crime witness services, protection from abuse assistance.</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development office/provider</i>	<i>both</i>
<i>Libraries: availability to tenants</i>	<i>varies</i>	<i>all</i>	<i>development office/provider</i>	<i>both</i>
<i>Medical Services: medical service providers and resources, medical information, evaluation, referrals, support groups.</i>	<i>varies</i>	<i>need</i>	<i>development office/provider</i>	<i>both</i>
<i>Mental Health/Mental Retardation Services: service providers and resources, housing resources, support groups.</i>	<i>varies</i>	<i>need</i>	<i>development office/provider</i>	<i>both</i>
<i>Social, Recreational, Cultural, and Enrichment Services: companionship for the elderly, multi-cultural resources, social opportunities for handicapped, HIV social opportunities, transportation, social opportunities for recovering addicts,</i>	<i>varies</i>	<i>specific criteria/need</i>	<i>development office/provider</i>	<i>both</i>
<i>Transportation Services: air ambulance, medical, work related, elderly, handicapped transportation.</i>	<i>varies</i>	<i>need</i>	<i>development office/provider</i>	<i>both</i>

<i>Veterans Services: acute care, adult day care, mental health clinic, respite care, homeless chronically ill, domestic relations, Ex-POW, substance abuse treatment, disabled veterans, outreach, paralyzed veterans, financial assistance, support group, employment counseling, transportation.</i>	<i>varies</i>	<i>specific criteria</i>	<i>development office/provider</i>	<i>both</i>
<i>Volunteer Resources: senior volunteers, senior companionship, volunteer resources.</i>	<i>varies</i>	<i>all</i>	<i>development office/provider</i>	<i>both</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	25	9 (01/05/00)

- b. ☐ Yes ☒ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:
During the period November 1999 through February 2000 the PHA undertook an extensive effort to promote the Self Sufficiency Program. This included contacting all Section 8 families and explaining the financial and homeownership opportunities offered by the Program. Although a number of persons expressed interest, following individual meetings that

interest diminished. This most recent unsuccessful effort supports the Authority's belief that Washington County Section 8 tenants have little or no interest in the FSS Program as presently constituted. Therefore, prior to the beginning of 2001, the PHA will request that HUD reduce the minimum program size to the current number of participants.

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments

The PHA has seen a reduction in crime and drug related activity since implementation of PHDEP.

- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
The PHA estimates that 90% of police "busts" for crime and drug related activities in public housing result from activities by non-residents from nearby neighborhood and not the legal resident.
- ☒ Residents fearful for their safety and/or the safety of their children
This varies significantly by development.
- ☒ Observed lower-level crime, vandalism and/or graffiti
Graffiti and vandalism is generally aimed at vacant units.
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
This is most prevalent in Maple Terrace, Lincoln Terrace and Valley View Terrace.
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
As part of the PHDEP the PHA conducts an annual survey of residents concerning safety and security.
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
The Authority regularly receives and reviews Police Incident Reports submitted by the Boroughs of California, Canonsburg and Donora.
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☒ PHA employee reports
Resident Manager and maintenance staff
- ☒ Police reports

- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

- ☐ *Highland Terrace*
- ☐ *California Terrace*
- ☐ *Valley View Terrace*

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
The PHA has recently contracted with a private contractor (Judy Baker) to provide at risk individuals with training in computer operation, education and G.E.D., educational upgrading, and after school tutoring.
- ☒ Crime Prevention Through Environmental Design
Increased lighting as part of the PHDEP, and the reduction of trees and shrubbery in selected areas where unsafe conditions exist.
- ☒ Activities targeted to at-risk youth, adults, or seniors
The PHA has found that cooperating with interested Resident Councils (family developments) in holding a Social Service Fair has been especially successful. These Fairs include not only traditional social service providers but also the State Police with their "robot" and McGruff; the Drug Task Force with a live demonstration by a drug sniffing dog; Legal Aid and the long term implication of drug use and crime; the Fire Department and the hazards associated with fire and the how to escape the "smoke house" live demonstration and other similar local services providers.
- ☒ Volunteer Resident Patrol/Block Watchers Program
The PHA will continue efforts through all Resident Councils to increase resident responsibility in encouraging residents to be more alert to potential security problems such as open doors and unsecured valuables. "Courtesy Patrols", which have been very successful in the elderly developments will be continued.

- ☒ Other (describe below)
- ☐ *Continued implementation of 1 Strike and You Are Out Policy.*
 - ☐ *Strict enforcement of NO TRESPASS NOTICE (on all PHA property).*
 - ☐ *Continued implementation of above base level police patrols through the PHDEP.*
 - ☐ *Interaction with tenants where credibility/confidentiality is established and submission of "Silent Complaint Forms" increases.*
 - ☐ *Installation of trespass alarms at rear entrances at California Manor, Riverview Apts. and Bentley Tower. Discussions will also be initiated with the Resident Council for installation of an alarm system at Bassettown Manor.*

3. Which developments are most affected? (list below)

- ☐ *Lincoln Terrace*
- ☐ *Maple Terrace*
- ☐ *Highland Terrace*
- ☐ *Valley View Terrace*
- ☐ *Those developments identified in "Other" above.*

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
Most meetings with PHA operations staff are informal and incident related. However, the Authority staff does conduct other formal general informational meetings as required by the Drug Elimination Grant Program contract. Meetings with Resident Councils are by request.
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services

Formal agreements have been established and are currently in effect in the following communities: Donora (Jan. 1993), Bentleyville (April 1994), Canonsburg (Sept. 1995), and California Sept. 1995). All these Agreements are to be continued through the 2001 program year.

☐ Other activities (list below)

2. Which developments are most affected? (list below)

- ☐ Highland Terrace
- ☐ Donora Scattered Sites
- ☐ Bentley Tower
- ☐ Valley View Terrace
- ☐ Canonsburg Scattered Sites
- ☐ California Manor/California Apartments
- ☐ Riverview Apartments/California Terrace

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename:
PA017a01

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.
High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - ☐ Not applicable
 - ☐ Private management
 - ☐ Development-based accounting
 - ☐ Comprehensive stock assessment
 - ☒ Other: (list below)

As discussed in Component 8, the PHA Interim Plan approved on November 5, 1999 outlined (among others) PHA Plans for the conversion of 12 two bedroom units to 15 to 18 one bedroom units at Jollick Manor in Washington. The PHA has not taken final action and will continue, during the 2001 Plan Year to evaluate the need for additional one-bedroom units.

In addition, beginning in June 2000 the first phase of the conversion of efficiency units to one-bedroom units in Crumrine Tower will be started (this conversion was previously approved by HUD). This activity will continue through the 2001 program year. The second (and final) phase of the conversion will begin in the 2002 program year.

Lastly, the demolition of 2 structurally unsafe buildings at Highland Terrace, Donora is scheduled to be completed during the summer months of 2000. During the 2001 program year the vacant parcel will be used as green space.

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- ☐ Attached at Attachment (File name)
☒ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- ☒ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
☐ Other: (list below)

Resident Advisory Board Comments, May 11, 2000 **PUBLIC HOUSING**

Comment: *Housing Authority should broaden places where applications are taken, such as at social service agencies.*

Response: *The Housing Authority accepts applications at sites throughout the County. If there are special circumstances that make it difficult for an applicant to come to one of the Housing Authority sites to apply, the Housing Authority will make alternate arrangements that enable the individual to complete the application process.*

Comment: *What, exactly, does one-strike mean?*

Response: *A resident, charged with or involved in criminal activity, on or off public housing premises, will be evicted from public housing. One-strike also extends the resident's responsibility to resident's guests. When looking at a one-strike situation, the Housing Authority does attempt to determine if an individual member of a family should be excluded rather than excluding the whole family.*

Comment: *Define "crime."*

Response: *The Housing Authority uses a point system based on seriousness and age of the crime.*

Comment: *Handicapped units should have a separate fire escape route.*

Response: *Separate fire-escape routes for handicapped units are cost-prohibitive.*

Comment: *New ranges are not in identified needs for Highland Terrace.*

Response: *New ranges were in the five-year plan but were reduced to the ten-year plan because of needs with greater priority.*

SECTION 8 COMMENTS

COMMENTS-SUBMISSION ONE.

1. Fiscal Year 2000 Annual Plan, Page 9, Item 3. Policies Governing Eligibility, Selection and Admission. Page 27, A. Public Housing 1) Eligibility b) Non-income screening factors used to establish eligibility for admission to public housing. *Each of these options should be offered to prospective landlords of Section 8 participants. I have personally found it very difficult to find appropriate, decent housing in the City of Washington. The Landlords which I have spoken to do not seem to want to participate in the Section 8 program. Offering these services to them may increase willingness to participate.*

Response-*Washington County Housing Authority does not feel that it would be appropriate to screen Section 8 participants for prospective landlords. Landlords,*

as private individuals or commercial entities, use a variety of standards for accepting tenants, whether or not the tenant is a Section 8 participant. Such standards vary from accepting the first person who has the required funds to extensive checks for items such as credit rating, criminal history, housekeeping standards, pet ownership, etc. Private landlords have access to commercial services, such as credit bureaus and industry associations, that can provide them with the information they need to determine if a rental applicant meets the individual landlord's admission standards. The Housing Authority also is concerned about liability issues should a landlord have a problem with a tenant the Housing Authority had "approved."

2. ***Fiscal Year Annual Plan, Page 10, Item 4. Rent Determination states "rental policies are also applicable to families assisted under the Section 8 program."*** Pages 38-41 of the plan describes these Rent Determination Policies in relation to Public Housing. Page 42, Item B, Section 8 Tenant Based Assistance, shows that none of the rental policies have been applied to Section 8 participants. If the Housing Authority is truly to promote economic growth and family self-sufficiency, these Rent Determination Policies should also apply for Section 8 participants.

Response-The statement "rental policies are also applicable to families assisted under the Section 8 program" is incorrect. The Rent Determination Policies apply only to public housing residents by federal regulations. The Housing Authority will correct the statement.

3. ***Fiscal Year 2000 Annual Plan, Page 12, Item 11. Homeownership states "the Housing Authority has no ongoing program nor a specific plan for the year 2001."*** Pages 62 and 63 of the Plan, questions relating to this issue, were not answered. Again, if the Housing Authority should promote economic growth and family self-sufficiency, this is an ideal option for some families and should be utilized.

Response-The Housing Authority will amend page 62 to state "No" regarding "does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24CFR part 982." The Housing Authority, in fact, has no plan to administer the stated Section 8 Homeownership program. Homeownership programs available to the Housing Authority have been limited to Public Housing residents until now. The Housing Authority will consider Section 8 Homeownership programs as programs and funding become available. Presently, the Section 8 Homeownership program is a proposed rule published in the Federal Register on April 30, 1999. The Housing Authority will plan appropriately when the final rule is issued.

4. **Fiscal Year 2000 Annual Plan, Page 13, Item 12, Community Service and Self-Sufficiency. Page 64, Item B. Services and programs offered to residents and participants. 1) General a.) Self-Sufficiency Policies** describes a program where rents are not automatically increased due to employment for Public Housing residents. Again, this is a program which would certainly benefit Section 8 participants as well as be an aid to them in becoming more self-sufficient and should be implemented to include that population.

Response-Federal regulations (24 CFR § 960.255 (a), definitions) state that the definition of a qualified family for the exclusion of increased income from employment is a “family residing in public housing.” The Housing Authority must follow regulations, and must implement the income exclusion for only public housing residents.

5. **Page 68, 2) Family Self-Sufficiency Program/s.** The PHA states that there was no interest in the program from Section 8 participants. I would be interested in seeing how this program was promoted as I know of at least one Section 8 participant that had never been informed of the program and I myself was told that I could not participate because I am considered disabled (even though I work part-time). I do not feel that a request for HUD to reduce the minimum program size should be granted.

Response-Washington County Housing Authority received 25 housing vouchers to be used exclusively for the Family Self-Sufficiency Program (FSS). The Housing Authority notified Section 8 participants of the program on June 7, 1999, by a general mailing to approximately 650 Section 8 participants. A copy of the flyer and enrollment form is attached. The Housing Authority received 32 responses and 20 persons actually signed Contracts of Participation. To date six persons have progressed to escrow accounts and one person has completed the contract to date.

6. **Statement** Please note that Section 8 Participants do not have a fully formed Resident Council. We were only recently informed (at the May 11, 2000 meeting of a Resident Advisory Committee to discuss the annual and 5 year plan) that we were permitted to organize. Since that time, the Housing Authority appears to be unwilling or unable to assist us in doing so. We attempted to do a mailing to all Section 8 participants in order to gather any additional comments to the Annual Plan and to attempt to become a fully functioning Resident Council. However, the Housing Authority informed us that it was not possible to do a computer generated mailing due to programming problems and confidentiality issues. Specifically, the PHA claims that they were unable to produce labels addressed to Section 8 participants and if they could, they were concerned about violations

about confidentiality. Why can the PHA not provide computer generated address labels to assist in forming a Resident Council for Section 8 participants? How could this be a violation of confidentiality when it concerns PHA business?

It is my understanding of the law (24 CFR Part 903.13, Docket No. FR-4420-P-08, Item #2, Page 20694) that "The PHA shall allocate reasonable resources to assure the effective functioning of Resident Advisory Boards. Reasonable resources for the Resident Advisory Boards must provide reasonable means for them to become informed on programs covered by the PHA." I believe this law would also apply for a Section 8 Resident Council and would like to request that the PHA make every effort to assist us with the formation of a Resident Council.

Finally, it appears that there are several program options available to assist Section 8 participants in becoming more self-sufficient, which the Public Housing Authority has not initiated. It also appears that the Public Housing Authority has chosen to initiate many of the same or similar programs to only involve public housing residents. This seems very extremely unfair to Section 8 participants and gives public housing residents many more opportunities. I would think that Section 8 participants would have more success at achieving total self-sufficiency if these options were made available to them also.

Response-*This is the first year that the Housing Authority is implementing regulations both regarding assisting Section 8 residents in forming resident councils and regarding an annual and five-year plan. The meeting of May 11, 2000 was for the specific purpose of informing public housing residents and Section 8 participants of the annual and five-year plans and soliciting their comment. The meeting was also seen as an opportunity to advise Section 8 participants of their right to organize a representative group.*

The Housing Authority agrees that the computer system should be able to generate a mailing list of Section 8 participants and did not anticipate a problem with this. The Housing Authority has advised its computer systems vendor of the problem and requested a solution. The Housing Authority will continue to monitor this issue until it is satisfactorily resolved.

The Housing Authority does intend to provide reasonable resources to Section 8 participants in forming resident councils. Any assistance that is provided for organizing Section 8 resident councils must come out of the Housing Authority's general operating funds. This means that the Housing Authority must balance the Section 8 Resident Council's needs with other needs the Housing Authority must meet. The Housing Authority will help with occasional mailings and use of the Housing Authority's facilities. The Housing Authority also has an employee

specifically assigned to help organize resident councils, who will act as a resource person to the Section 8 Resident Council and as a contact person with the Housing Authority.

The Housing Authority recognizes that Section 8 participants organizing needs are significantly different from public housing residents; specifically, the lack of a geographical focus, a significantly larger group with no obvious way of subdividing for organizing purposes, transportation and long-distance telephone charges. The Housing Authority is willing to constructively engage these issues, but the Housing Authority looks to the Section 8 participants for creative solutions to overcome these problems.

The Housing Authority is hesitant to release the names of Section 8 participants without specific direction from HUD requiring the same. The Housing Authority is willing to mail pre-inserted flyers once the computer problems are resolved, and feels that this provides an opportunity for the resident council to publicize its formation and benefits to potential members. If an individual member consequently contacts the resident council, any further interaction between the resident council and the Section 8 participant is, of course, voluntary. This gives the resident council an opportunity to build its own member contact network without involving those who do not wish to be involved.

The Housing Authority presently plans to put the following disclaimer in any mailings done on behalf of the Section 8 Resident Council Advisory Board:

Please Note-The Housing Authority did not give your name or address to us. In order that we may offer all Section 8 families the chance to participate, the Housing Authority was kind enough to distribute this notice through their mailing system. We will not know the names of anyone who doesn't contact us.

The Housing Authority is limited in choices of program and resource availability by both legislation and HUD. The eligibility of public housing residents for benefits not available to Section 8 participants is determined by these entities. The Housing Authority looks forward to implementing programs and resources for Section 8 participants as they become available, however, the Housing Authority cannot supercede the program structure provided by the two noted entities.

COMMENTS-SUBMISSION TWO

- 1. WE NEED ACCESS TO COMPUTERS IN ORDER TO BE ABLE TO CONTACT ALL SECTION 8 RESIDENTS FOR INFORMATION.**

Response-*The Housing Authority is willing to provide mailings to the Section 8 Resident Council as soon as the problem with our computers is resolved. The Housing Authority also will consider donating a computer and printer, as it has done previously with public housing resident councils, if any should become available due to being removed from the Housing Authority's use.*

2. **WE NEED FINANCIAL FUNDING FOR OUR RESIDENT ADVISORY COUNCIL, SO WE CAN BE EFFECTIVE AS A GROUP.**

Response-*HUD has not provided any funding to the Housing Authority for Section 8 resident councils. The Housing Authority will provide reasonable use of Housing Authority resources to the Section 8 Resident Council but cannot provide an operating subsidy to the Council.*

3. **WE WOULD LIKE TO KNOW WHY THERE ARE NO HOME OWNERSHIP OR SELF-SUFFICIENCY PROGRAMS AVAILABLE FOR SECTION 8 RESIDENTS. SECT 11B SECTION 8 TENANT BASED ASSISTANCE. NOTHING WAS ANSWERED. WHY?**

Response-*The Housing Authority inadvertently omitted this response. The Housing Authority will answer the question regarding homeownership programs for Section 8 participants as "no" as this answer correctly reflects the status of homeownership programs for Section 8 residents.*

4. **PAGE 68 FY PLAN SECT. B 2 B., STATES DURING 11/99-2/00, AN EXTENSIVE PROMOTION FOR HOME OWNERSHIP OPPORTUNITIES TOOK PLACE. WHO WAS CONTACTED AND WHY DIDN'T EVERYONE RECEIVE THE SAME INFORMATION?**

Response-*Washington County Housing Authority received 25 housing vouchers to be used exclusively for the Family Self Sufficiency Program (FSS). The Housing Authority notified Section 8 participants of the program on June 7, 1999, by a general mailing to approximately 650 Section 8 participants. A copy of the flyer and enrollment form is attached. The Housing Authority received 32 responses and 20 persons actually signed Contracts of Participation. To date six persons have progressed to escrow accounts and one person has completed the contract to date.*

5. **THERE IS A NEED FOR MORE HOUSING FOR SINGLE FEMALES AND MALES WITHOUT CHILDREN ON A LOW INCOME.**

Response-*The Housing Authority has eliminated preferences for Section 8 participants and has amended its Section 8 Administrative Plan to reflect this change. Eliminating preferences has the effect of increasing the speed with which those who formerly did not have a preference, including single persons, become eligible for a Section 8 voucher.*

6. ***I AM NOT IN FAVOR OF SECTION 8 SCREEN FOR THE LANDLORDS. I FEEL THAT THEY HAVE ENOUGH PRIORITIES.***

Response-*The Housing Authority has no plans to provide screening of Section 8 participants for landlords.*

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

The PHA notified residents that an opportunity existed to serve on the Board of the Housing Authority. Three self-nominations were received. The three names were forwarded to the elected Board of Washington County Commissioners. The Commissioners appointed one of the residents to the Board in December 1999.

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization

☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here)

Washington County, Pennsylvania

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- ☐ Transitional Housing - *Through the sale/transfer/disposition of 10 units of public housing in Highland Terrace the transitional housing needs of the homeless in the Donora area can be met.*
- ☐ Assistance to the Elderly/Frail Elderly and Tenant Based Rental Assistance *Through the Authority's efforts in creating the New Eagle Housing Development Corp. and the development of 42 units of elderly housing, while using section 8 rental assistance these Consolidated Plan initiatives can be realized.*

- ☐ *Improving the Quality of Life of Residents of Public Housing.* - Through the implementation of the Authority's Capital Improvements Program, continued federal funding of the Public Housing Drug Elimination Program, and continued maintenance efforts the overall livability and quality of life of residents will be positively impacted.
- ☐ *Homebuyers Assistance* - Through a pilot effort of providing up to \$1000 in closing costs or a second mortgage to eligible and interested public housing and section 8 tenants the most needy will have an opportunity to explore homeownership.

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

- ☐ *Transitional Housing* - The County's substantial financial commitment to Transitional Housing supports the efforts of the Housing Authority.
- ☐ *The Consolidated Plan supports the PHA's efforts in meeting low income housing needs through the Section 8 tenant based rental assistance program.*
- ☐ *The technical assistance provided by the County Redevelopment Authority in assisting with the creation of the New Eagle Housing Development Corporation.*
- ☐ *The County, through the Redevelopment Authority, has a history of supporting PHA activities including establishing a Head Start Program at Valley View Terrace, assistance at Monongahela Manor and others. It is anticipated that this cooperation will continue.*

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

The PHA has established the following definition for “Substantial Deviation and Significant Amendment or Modification”. Changes other than those specified will be undertaken by the Authority staff and reported in the 2002 Annual Plan.

- *Changes to rent or organization of the waiting list.*
- *Additions of non-emergency work items in excess of \$25,000 (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.*
- *Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.*

Community Service Description

The Housing Authority has established a community service policy and program to meet the 8-hour community service work requirements of the QHWRA. The program is planned to become operational on October 1, 2000.

As an initial step the Authority will communicate the community service requirements (including the complete list of exempt categories) to all public housing households. With this correspondence the PHA will also identify those individuals within the household who, according to the most recent PHA resident recertification, will be required (non-exempt) and those not required (exempt) to participate in an 8-hour community service program. Persons incorrectly identified are instructed to contact the PHA site office with documentation supporting their correct status. Individual resident information will be verified with the TANF if necessary.

Among other items the letter also indicates that the lease will be amended effective October 1, 2000 or as soon as practicable thereafter, to require community service for all non-exempt persons and noncompliance (following proper appeal) will result in eviction.

Although the Authority will be an active partner in assisting residents to meet community service requirement the responsibility to fulfill the requirement is a provision of the lease and is solely the responsibility of the resident. The Authority has decided to initially administer the community service program, reserving the right to contract program administration to an outside organization if necessary.

Non-exempt individuals are required to locate and secure a community service and/or self-sufficiency opportunity within the guidelines of the QHWRA and as defined in the initial contact letter. The agency or organization for which the service is provided by the resident will be responsible to document the service in a manner acceptable to the Authority. Residents participating in a self-sufficiency experience will also be required to regularly produce verification of participation.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

The Washington County Housing Authority Public Housing Drug Elimination Program (PHDEP) Grant Application is Attached as File PA017a01

The Washington County Housing Authority Deconcentration Policy is Attached as File PA017b01

**PHA Plan
Table Library**

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities Component 7b	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$ 223,722.00

B. Eligibility type (Indicate with an “x”) N1_____ N2_____ R X

C. FFY in which funding is requested 2000

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

As stated in the Washington County Housing Authority’s PHDEP 5- year Action Plan, the overall goal of the Drug Elimination Program is to “Provide stable, crime free housing to low income families, so they can work toward self-sufficiency”. To accomplish this goal, the Housing Authority plans the continuation of additional law enforcement services at Highland Terrace, 17-4, Donora Townhouses, 17-16, California/Riverview, 17-9, California Manor/Apartments, 17-10, Valley View Terrace, 17-5, and Bentley Towers, 17-20. The additional security will ensure the maintenance of the overwhelming success that the Authority has experienced in the reduction of criminal activity in the above developments. Additionally, funding will provide drug prevention activities in the form of education, opportunities for both adults and youth and off site recreational activities.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Lincoln Terrace 17-2	46	5
Highland Apartments 17-14	8	3
Highland Terrace 17-4	93	138
Donora Townhouses 17-16	18	21
Valley View Terrace 17-5	109	201
Jollick Manor/Crumrine 17-8	150	21
California Terrace/Riverview 17-10	42	77
California Manor/Apartments 17-10	43	41
Nathan Goff Jr. Apartments 17-17	75	30
Bentley Towers 17-21	90	93
Bassettown Manor 17-21	46	12

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months _____ 12 Months X 18 Months _____ 24 Months_ Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995 X	\$249,723	PA28DEP0170195	0		Complete
FY 1996 X	299,392	96	0		Complete
FY 1997 X	299,400	97	151,619		1/31/01
FY1998 X	299,400	98	231,832		1/31/01
FY 1999 X	214,662	99	207,432		1/18/02

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The continuation of additional law enforcement activities will provide near crime free housing to our low-income residents in the developments targeted for security enhancement. The objective of increased law enforcement is to maintain the reduction of police calls that the Authority has experienced since the initiation of the PHDEP at additional law enforcement service sites. The system to monitor law enforcement i.e. police calls involves the collection, retention, and evaluation of crime reports and statistical data received from the effected police departments. The Housing Authority is partnered in this activity with local governments who are cooperative in the provision of patrols, information, and personnel for local meetings. The PHDEP will also provide education and activities to aid the development of resident self-sufficiency. The education will include computer classes for both adults and children at eight developments. Evaluation will be based on reports from the instructor. The reports will include the number of students, the number of hours of instruction provided, and both teacher and student comments. Drug prevention efforts will include the provision of youth activities at the local YMCA facility. These activities will be regulated the reporting system of the YMCA, regarding the number of participants, the activities performed and completed, and comments.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 _____ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	149,252
9120 - Security Personnel	

9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	46,470
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	28,000
TOTAL PHDEP FUNDING	223,722

PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 149,252		
Goal(s)	Provide near crime free housing to low-income families.						
Objectives	Maintain the ongoing reduction of police calls to the developments.						
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1 California P.D.			2/1/01	11/30/01	18,000		Crime Reports
2. Donora P.D.			2/1/01	11/30/01	94,060		Crime Reports
3.Canonsburg P.D. .			2/1/01	11/30/01	25,000		Crime Reports
4. Bentleyville P.D.			12/00	11/30/01	12,192		Crime Reports

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of	Target	Start	Expected	PHDEP	Other	Performance Indicators

	Person s Served	Population	Date	Complete Date	Funding	Funding (Amount /Source)	
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$46,470		
Goal(s)	Provide educational activities to aid in resident self sufficiency						
Objectives	On site computer classes and youth activities provided through the YMCA						
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.Computer Teacher	91	588	12/00	11/30/01	35,280		Teacher Reports
2.Supplies	91	64	12/00	11/30/01	2,000		N/A
3.Computer Upgrades	91		12/00	11/30/01	4,000		N/A
YMCA Program	30		12/00	11/30/01	5,190		Enrollment /Activities Report

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$28,000		
Goal(s)	Continue collection of information required for reporting progress.						
Objectives	Completion of reporting and evaluation system.						
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.Consultant			12/00	11/30/01	24,000		Receipt of Report with the required collection, reporting, and evaluation systems.
2.Evaluation Survey			12/00	11/30/01	4,000		Percentage of residents that respond to the survey.
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activities 1, 2, 3, 4	149,252	Activities 1, 2, 3, 4	149,252
9120				
9130				
9140				
9150				
9160	Activities 1, 2, 3, 4	46,470	Activities 1, 2, 3, 4	46,470
9170				
9180				
9190	Activities 1, 2	28,000	Activities 1, 2	28,000
TOTAL		\$223,722		\$223,722

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

**Washington County Housing Authority
Policy for Deconcentration of Lower Income
Families in Authority Owned Public Housing**

Economic Deconcentration Of Very Low Income Families and Income Mixing In Public Housing.

The Quality Housing and Work Responsibility Act (QHWRA) became law in October 1998. Many of the provisions of this Act are revisions to the United States Housing Act of 1937 (USHA) which has guided public housing policy for over 60 years..

One of the purposes of the QHWRA is to facilitate mixed income communities and decrease the concentration of poverty in public housing. Section 513 of the QHWRA establishes, among other things, "annual requirements for admitting families with incomes below 30% of area median income, and related income targeting requirements."

In as much as the concentration of low income families is now prohibited in public housing, PHA's must submit with their newly required Public Housing Agency Annual Plans an Admission Policy designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income public housing projects and bringing lower income tenants into higher income public housing projects.

To further this objective the following rule has been established:

With respect to income targeting, the general rule is that in each fiscal year, at least 40% of families admitted to public housing by a PHA must have incomes that do not exceed 30% of area median. The "fungibility" provisions allow a PHA to admit less than 40% of families with incomes below 30% of median (very poor families) in a fiscal year, to the extent the PHA has provided more than 75% of newly available (Section 8) vouchers and certificates (including those resulting from turnover) to very poor families.

HUD has also imposed 3 limitations on the use of fungibility.

PHAs are permitted to consider a number of approaches in designing an Admission Policy to achieve the goals of deconcentration and income mixing, included are the use of skipping over certain families on the waiting lists based on incomes; the establishment of certain preferences such as worker preferences; appropriate affirmative marketing efforts; additional applicant consultation and information; provision of additional supportive services and amenities; and rent incentives authorized by the QHWRA. Site based waiting lists may also be used as an integral part of the Admissions Policy to promote deconcentration.

Washington County Housing Authority

To implement these new requirements, which are applicable to public housing, PHA's must:

1. Determine and compare the relative tenant incomes of each development, as well as the household incomes of census tracts in which the developments are located; and
2. Consider what Admission Policy measures or incentives, if any, will be needed to bring higher income families into lower income developments (or if appropriate to achieve deconcentration of poverty, into developments in lower income census tracts) and lower income families into higher income developments (or if appropriate to achieve deconcentration of poverty, into developments in higher income census tracts). PHA policies must devote appropriate attention to both of these goals. PHA policies must affirmatively further fair housing; and (i) Make any appropriate changes in their admissions policies.

The Washington County Housing Authority operates under an Admission and Occupancy Policy approved by the Authority Board of Directors on January 23, 1997. This Policy is hereby revised to provide for economic deconcentration and income mixing. Admission to public housing will include at least 40% of eligible applicants having incomes which does not exceed 30% of median income of the area. (Subject to "fungibility" provisions cited above).

The Housing Authority will strive for economic deconcentration and income mixing in all of its communities by doing the following:

1. The Authority will skip over a lower income applicant on the waiting list to a higher income applicant if the higher income applicant is needed to deconcentrate a lower income development. The reverse will also apply; the Housing Authority will skip over a higher income applicant if a lower income applicant is needed to deconcentrate a higher income community.
2. The Washington County Housing Authority has established a preference for employed persons. The employment preference will also be used to further economic deconcentration.
3. The Housing Authority will employ positive and affirmative advertising methods in local newspaper and radio stations.
4. Applicants who are interested will be supplied with appropriate information regarding income and areas that may be available because of deconcentration efforts.

Washington County Housing Authority

5. As a part of the newly required Public Housing Agency Plan, the Authority will research the possibility of providing rent incentives to applicants agreeing to move into targeted deconcentration developments.

6. Currently, the Housing Authority has targeted the three (3) developments with the highest average income; and the three (3) developments with the lowest average income for economic deconcentration efforts. These developments are Maple Terrace View and Maple Terrace in the City of Washington and Riverview Terrace/California Terrace in the Borough of California. These developments have low average income tenants and are targeted for higher income applicants. The Scattered Sites developments in Canonsburg and Monongahela as well as the Nathan Goff Apts. in North Charleroi have high average tenant incomes and are targeted for lower income applicants.

C. On the following page is an analysis of the average income of the families residing in the 16 public housing developments managed by the Washington County Housing Authority compared to the median income of the households in the census tracts in which the public housing developments are located.

The following list indicates the average tenant incomes of the developments targeted for economic deconcentration:

Highest Income Developments

Scattered Sites - Canonsburg	\$9793
Nathan Goff Apts. - N. Charleroi	\$9594
Scattered Sites - Monongahela	\$8990

Lowest Income Developments

Maple Terrace View - Washington	\$6581
Maple Terrace - Washington	\$6821
Riverview Apts./California Terrace	\$7015

The proceeding was adopted as the Deconcentration Policy of the Washington County Housing Authority on May 19, 1999.

